

# Keep Norfolk Beautiful FY15 EARNN Report Form



*Please Print Legibly*

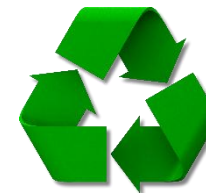


Civic League: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

Submitted By: \_\_\_\_\_ Reporting Period: ☐ #1 (July 1 – Dec. 31)  
☐ #2 (Jan. 1 – June 15)

1 <sup>ST</sup> POC:	2 <sup>ND</sup> POC:
PHONE:	PHONE:
EMAIL:	EMAIL:

Civic Leagues enrolled with Keep Norfolk Beautiful's FY15 EARNN (Environmental Awards for Recycling in Norfolk Neighborhoods) Program will receive points toward cash awards, which will be issued at the end of each program fiscal year. If a report form is not submitted by the deadlines listed below, zero points will be awarded for that reporting period.



## FY15 EARNN REPORTING SCHEDULE:

Report	Due Date:	Reporting Period:	Received By: <i>KNB Staff</i>	Date Received:
1	December 31	July 1 – December 31		
2	June 15	January 1 – June 15		

## FY15 EARNN Reports may be submitted by any of the following methods:

1. Via Keep Norfolk Beautiful website: [www.norfolk.gov/knb](http://www.norfolk.gov/knb)
2. Via Email: [knb@norfolk.gov](mailto:knb@norfolk.gov)
3. Via U.S. Mail or Hand delivery: 3500-A Granby Street, Norfolk, VA 23504
4. Via Fax: 757-441-5285, by 5pm on the deadline date.

All EARNN reports must be received or postmarked, to the attention of the EARNN Coordinator, by close of business on the aforementioned due date.

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CATEGORY	SCORING CRITERIA	REQUESTED INFORMATION	POTENTIAL POINTS PER FISCAL YEAR	POINTS <i>(Completed by KNB staff only)</i>
<b>Mandatory EARNN Presentation</b>	All participating civic leagues must present an EARNN presentation to their organization. Presentation must be conducted <b>no later than September 30, 2014</b> , and must include all components of the EARNN program.		5 Points Max	
<b>Recycling Set Out Rate</b>	Average set out rate ( <i>Monitored by KNB Staff – using data provided by TFC Recycling</i> ) <i>Points for this category will be tallied at the end of the fiscal year and is based on average set-out rate.</i>		50% to 54%: 5 Pts 55% to 60%: 10 Pts 61% to 70%: 20 Pts 71% to 100%: 30 Pts	
<b>Recycling Perks</b>	The civic leagues that have increased their households actively registered for Recycling Perks by 5% will receive 5 points. Baseline will be established by TFC on July 1, 2014. <i>(As reported by TFC)</i>		5 Points Max	
<b>Neighborhood Electronics Recycling Collection or Special Event Recycling</b>	<b>E-cycling Collection:</b> Collect e-waste for recycling at HHW / Electronics Collection facility <i>(Provide number of participants, list of items, along with date items were delivered to the City HHW / Electronics Collection.)</i>  OR <b>Special Event Recycling:</b> Collect recyclable items at one of your community events. <i>(Provide date of event and where recyclables were delivered)</i>		5 Points Max	
<b>Litter Prevention</b>	Adopt-A-Spots <i>(List existing or new location(s), must meet all Adopt-A-Spot requirements)</i> – Must conduct 4 cleanups per spot per year. <i>Submit all AAS reports to Lisa Jennings ONLY.</i>		5 pts. Max for one; 10 pts. Max for two	

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Great American Cleanup	Great American Cleanup [March 1 <sup>st</sup> – 1 <sup>st</sup> Saturday in June only] <i>(Must meet all requirements for registered GAC groups)</i>		1 – 5 volunteers = 5 pts 6 – 10 volunteers = 10 pts 11 & up volunteers = 15 pts	
Environmental Presentation	<b>Host a presentation(s) on of the following topics:</b> Litter Prevention, Wetlands, Household Hazardous Waste, Recycling, Green Infrastructure, Storm Water, Tree Planting, Landscape, etc...) – <i>Topic must be pre-approved by KNB. (Provide date, name of presenter, topic and attendee sign-in sheet)</i>		1 Presentation = 5 pts Max 2 Presentations = 10 pts Max 3 Presentations = 15 pts Max	
Storm Drain Medallions	Installation of Storm Drain Medallions 20 medallions minimum. KNB will provide installation locations. <i>(Civic league must provide date, locations of installation and the # of medallions installed)</i>		20 installed = 5 pts Max 40 installed = 10 pts Max	
Youth Engagement Outreach	May target schools, faith-based organizations and other civic-based groups, i.e., Boy Scouts, Girl Scouts, Sororities, Fraternities, etc...) <i>Must complete and submit EDYEO engagement form</i>		10 Points Max	
Star Homes	Civic Leagues that have at least 5% of their homes registered in any “Star Homes” program (RiverStar, BayStar, LakeStar) will receive 5 points. <i>(Data will be tracked by KNB staff and reported at the end of the program year.)</i>		5 Points Max	
Plant Trees	Plant 5 trees on private property. <i>(Provide physical address/location of planted trees, date of planting, and names of individuals who planted the trees.)</i>		5 Points Max	
Environmental Articles	<b>Newsletter:</b> 4 articles per program year, on environmental conservation and/or stewardship. <i>(Articles must be submitted with the report).</i>		5 Points Max	
<b>TOTAL POINTS POSSIBLE: 120</b>				

COMMENTS / QUESTIONS: \_\_\_\_\_

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